

Ginnie Mae Single Family Issuer Training

Pool Submission
PART I

Single Family

New Pool Submission and
Administration

&

Registry/Transfer/Paying

New Pool Submission and Administration Process Overview

- Pooling Requirements
- Ginnie*NET* Pool Submissions (Issuer)
- Document Custodian Initial Certification
- The Path of a New Pool at the PPA
- Security Issuance and Settlement
- Immediate Transfer Upon Issuance
- Targeted Lending Initiative
- Final Certification and Recertification
- Master Agreement Certification
- Document Custodian Transfer Requests

Pooling Requirements



Minimum Pool Size

- Ginnie Mae I \$1,000,000
- Ginnie Mae II Custom \$1,000,000
- Ginnie Mae II Multiple Issuer \$ 250,000

Eligible Mortgages for All Pools

- Mortgages must be and must remain insured by:

Federal Housing Administration (FHA),

Department of Veterans Affairs (VA),

Rural Housing Service Program (RHS) or

Public and Indian Housing program (PIH).

Mortgage Requirements

- Maturity
- Interest Rate
- Amortization
- Delinquency Status
- Number of Loans

Before submitting a pool, Issuers must have:

- Sufficient commitment authority to guarantee MBS and a valid pre-assigned pool number.
- Master Agreements and an Electronic Data Interchange (EDI) Systems Agreement on file with the PPA.
- Enrolled as a user of the Ginnie*NET* System.

Master Agreements



Master Agreements

Each Ginnie Mae Issuer is required to have on file with the PPA Master agreements for:

- each P&I custodial account and escrow custodial account for each of its funds custodians
- each subcontract servicer
- each document custodian

Master Agreements

The Master Agreement forms the PPA must have on file for each Issuer are:

- Master Servicing Agreement HUD 11707
- Master Agreement for Servicer's Principal and Interest Custodial Account HUD 11709
- Master Agreement for Servicer's Escrow Custodial Account HUD 11720
- Master Custodial Agreement HUD 11715

Master Agreements

Master Agreements are submitted to the
PPA at the following address:

JPMorgan Chase

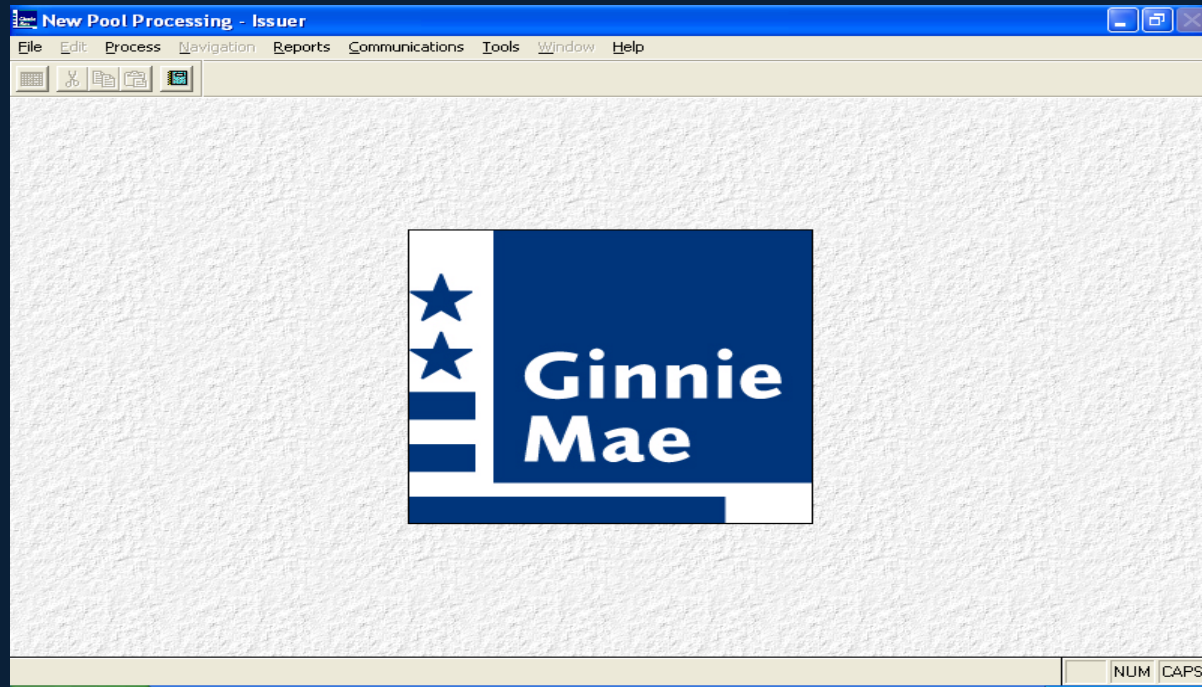
Ginnie Mae Pool Processing Unit

4 New York Plaza – 17th floor

New York, NY 10004

(800) 234-GNMA (4662)

GinnieNET Pool Submissions



GinnieNET – Issuer Process

Hardware Requirements

The GinnieNET application must be installed on your PC or LAN. Single user equipment must meet the following minimum configuration:

Computer	Pentium 400 mhz or higher
Memory	64 megabytes total RAM single user 128 megabytes total RAM LAN user
Hard Drive	6.4 GB
USB Port	Available to install Pen Technology
Operating System	Windows™ 95,98,2000, ME, XP, NT 4.0 and NT 5.0
Modem speed	28.8 (KBPS) or better or a high speed Internet connection

Ginnie*NET* – Issuer Process

Once Ginnie*NET* has been installed, the following information must be set up:

- Communication set up (modern, phone lines, etc.)
- Signature Enrollment
- Document Custodian Name, Number and Address
- Master Agreement Account Information
- Federal Reserve Bank Delivery Instructions

Ginnie*NET* – Issuer Process

An authorized signatory must be enrolled in Ginnie*NET*.

A “security administrator” must have the following:

- Installed Ginnie*NET* on local PC,
- Submitted Enrollment Administrator and Ginnie*NET* Authorized Signatories form to PPA
- Ensured PPA has form HUD 11702,
- Checked for signed EDI Agreements,
- Created a set of Public and Private key diskettes,
- Received certificate authority from PPA.

Signature Enrollment

New Pool Processing - Issuer

File Edit Process Navigation Reports Communications Tools Window Help







Signature Enrollment:1 [New]

Selection Criteria Data Entry List

Write your signature below six times, letting the system accept each sample before writing the next. Then tap the Accept button to proceed to next step.

X _____

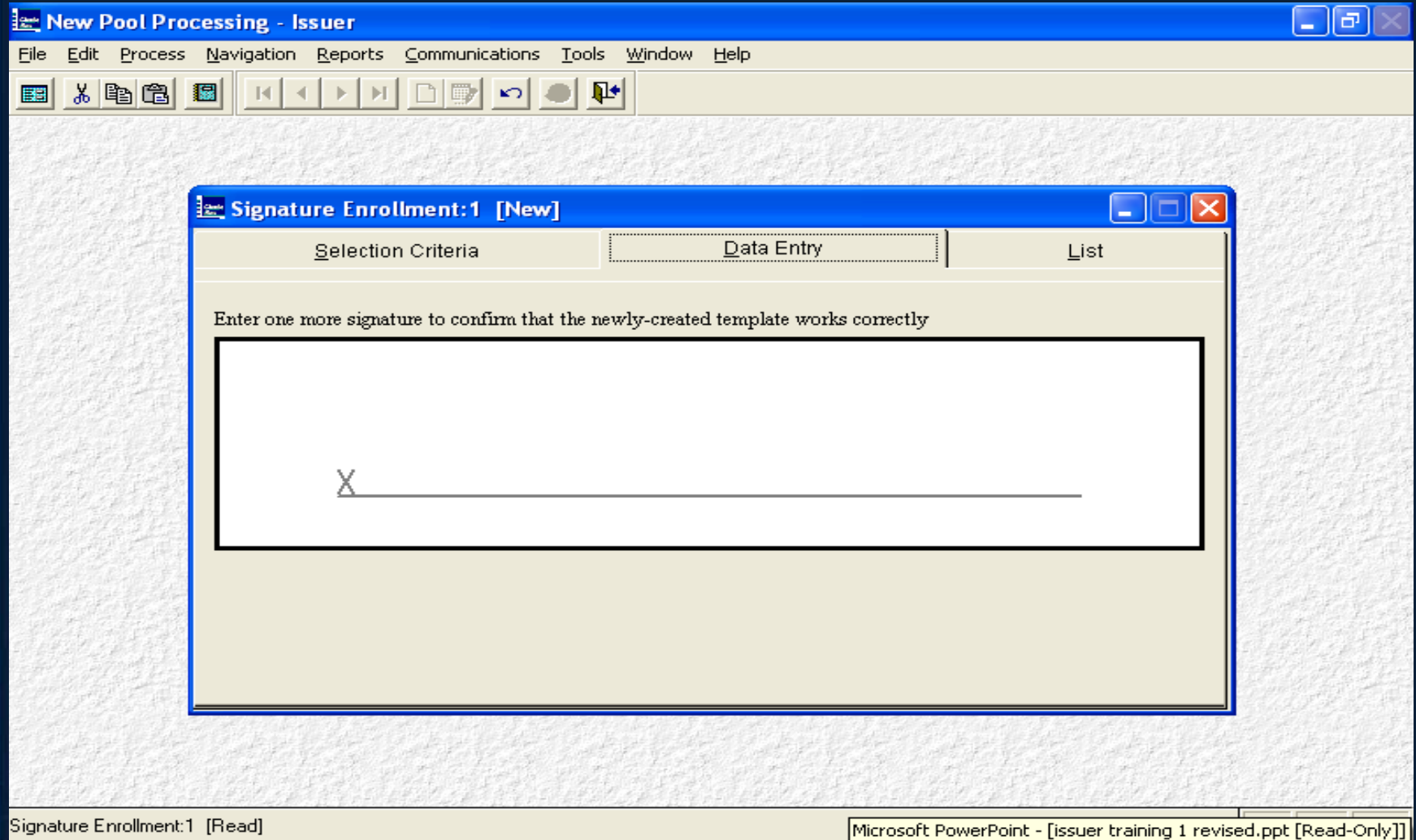
Signature Samples (Tag any box to replace)

			Accept
			

Clear All

Signature Enrollment:1 [Read] NUM CAPS

Signature Verification



Pool Details

New Pool Processing - Issuer

File Edit Process Navigation Reports Communications Tools Window Help

Single-Family Pool Details (11705):1 [Read]

Selection Criteria		Data Entry		List	
Pool#: 639442	Issue Type: X	Pool Type: SF	MIP#:	Edit Status: Passed edits	
FTN:				Transfer Status: New Pool	
Desc:				# Loans: 10	
Signed by:				Issue Date: 11/01/2005	
Issuer ID/Name: 1500 JPMORGAN CHASE				Maturity Date: 09/15/2035	
Custod. ID/Name: 000035 JP MORGAN CHASE				Initial Pay Date: 12/15/2005	
Mort. Int Rate: 6.000 to: 6.000				Unpaid Bal. Date: 11/01/2005	
Security Rate: 5.500				Settlement Date: 11/01/2005	
OAA: 1,065,921.00				Security Chng Date: / /	
Amort Method: CD				Subservicer #:	
Term: 30				Transfer-Issuer ID:	
Pool Tax ID: 416543114	P&I Acct#/ID: 8302945	042000013			
Sec. Rate Marg: 0.000	T&I Acct#/ID: 8302952	042000013			More.
Bond Finance Program <input type="checkbox"/>					

Single-Family Pool Details (11705):1 [Read]

NUM CAPS

Mortgage Details

New Pool Processing - Issuer

File Edit Process Navigation Reports Communications Tools Window Help

Mortgage Details (11706):1 [Read]

Selection Criteria		Data Entry		List	
Pool #:	646666	Issue Type:	X	Pool Type:	SF
		Status:	Not passed	New Pool	
Iss Date:	10/01/2005	Sec. Rate:	5.650	Mort Message:	
Qty: FHA:	3	VA:	0	RHS:	0
Amt: FHA:	\$357,838.72	VA:	\$0.00	RHS:	\$0.00
NA:		NA:		NA:	
Amort Method:		CD		Mortgage: MH Type/GP Plan:	
Number:		000009900381250		FHA	
P&I:		\$914.71		Interest Rate:	
OPB:		\$150,143.00		Mortgage Margin:	
UPB:		\$149,997.77		First Pay Date:	
Unsch. Prin. Curtail:		\$0.00		Last Pay Date:	
				Case Number:	
				002213793610703	
Name of Mortgagor:		CARTER, AUDREY R		GEM Annual Increase:	
Address of Property:		16027 BELLE BRITTANY AVE		0.000 %	
City:		BATON ROUGE		MIN:	
State:		LA		000000000000000000	
Zip Code:		70817-0000		MOM (Y/N):	

Mortgage Details (11706):1 [Read]

NUM CAPS

FED Delivery Instructions

New Pool Processing - Issuer

File Edit Process Navigation Reports Communications Tools Window Help

FRB Subscriber (Single-family):1 [Edit]

Selection Criteria Data Entry List

Pool #: 646666 Issue Type: ☒ Pool Type: SF Issuer ID: 1500

Status: Not passed New Pool Issue Date: 10/01/2005

ABA#: 042000013

Deliver to: FIRSTAR/1020

Description:

Position: \$1,000

FRB Subscriber (Single-family):1 [Read] NUM CAPS

Submissions Certification and Agreement 1711B

New Pool Processing - Issuer

File Edit Process Navigation Reports Communications Tools Window Help

Selection Criteria Data Entry List

Pool #: 639442 Issue Type: X Pool Type: SF Edit Status: Not passed

Issuer: 1500 JPMORGAN CHASE Transfer Status: Rejected

☐ Any and all security agreements affecting the mortgages in the referenced pool or loan package are limited by a duly executed Release of Security Interest (form HUD-11711-A), which has been delivered by the issuer to the designated document custodian and which provides that any interest of a secured party in and to the pooled mortgages shall lapse upon or prior to the release (delivery) of securities backed by the referenced pool or loan package. Upon the release (delivery) of securities only Ginnie Mae will have any ownership interest, other than nominal title, in and to the pooled mortgages.

☒ No mortgage in the referenced pool or loan package is now subject to any security agreement between the issuer and any creditor, and upon the release (delivery) of securities backed by the pool or loan package, only Ginnie Mae will have any ownership interest, other than nominal title, in and to the pooled mortgages

Form 11711A

Certification and Agreement (11711B):1 [Read] NUM CAPS

Summary

New Pool Processing - Issuer

File Edit Process Navigation Reports Communications Tools Window Help

Selection Criteria Data Entry List

Pool #: 646666 Issue Type: X Pool Type: SF Issuer ID: 1500

Issue Date: 10/01/2005 Amort Method: CD Mort Int Rate: 6.150 to 6.150 Status: Not passed
New Pool

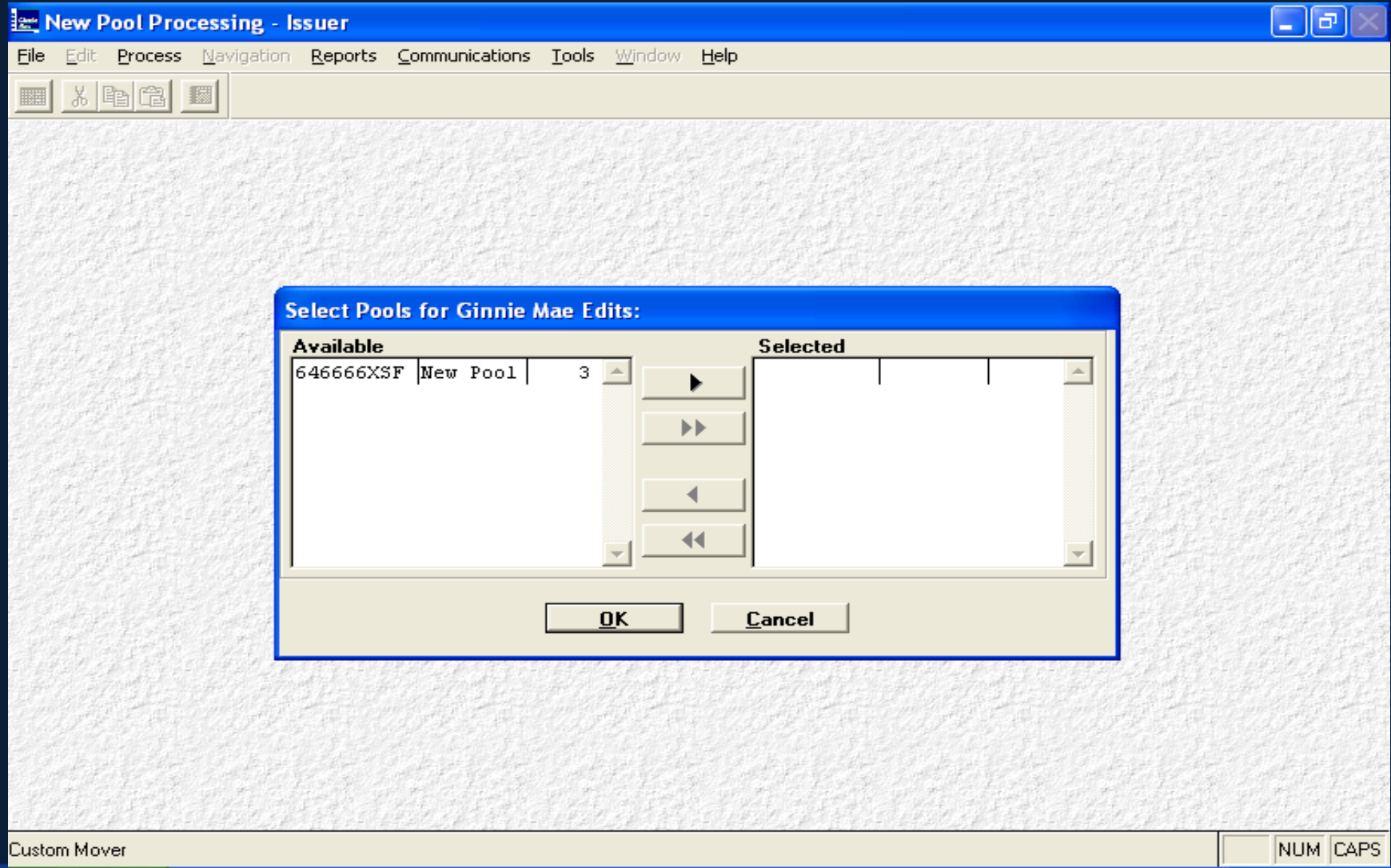
Loan Types:	P & I Total:	\$2,183.88	UPB Total:	\$357,838.72
	Qty. FHA:	3	Amount:	\$357,838.72
	VHA:	0		\$0.00
	RHS:	0		\$0.00
	NA:	0		\$0.00

High UPB:	\$149,997.77	Short Term UPB:	\$0.00
Latest Pay Date:	09/01/2035	Short Term Maturities:	\$0.00
Unpaid Balance Date:	10/01/2005	Participants # DTC/FRB:	0 / 1
Weighted Avg Int. Rate:	0.0000	Total Position DTC/FRB:	\$0 / \$357,838

Totals (Mortgage Summary):1 [Read]

NUM CAPS

Pool Edits



Edit Error Report

Report Designer - gnmaedit.frx - New Pool Processing - Issuer

File Edit Process Navigation Reports Communications Tools Window Help

100%

Page 1

GinnieNET Issuer GNMA Edit Error Report

Version 6.2

10/27/2005 08:36:25

Pool#: 646666 Issue Type: X Pool Type: SF Issue Date: 10/01/2005

Loan Number Case #	Mort Type	Int. Rate	First Pay Date	Last Pay Date	FIC Entered / Calculated	UPB Entered / Calculated
000009900381069	FHA	6.150	08/01/2005	07/01/2035	492.45	80596.28
002213777516703						80596.23

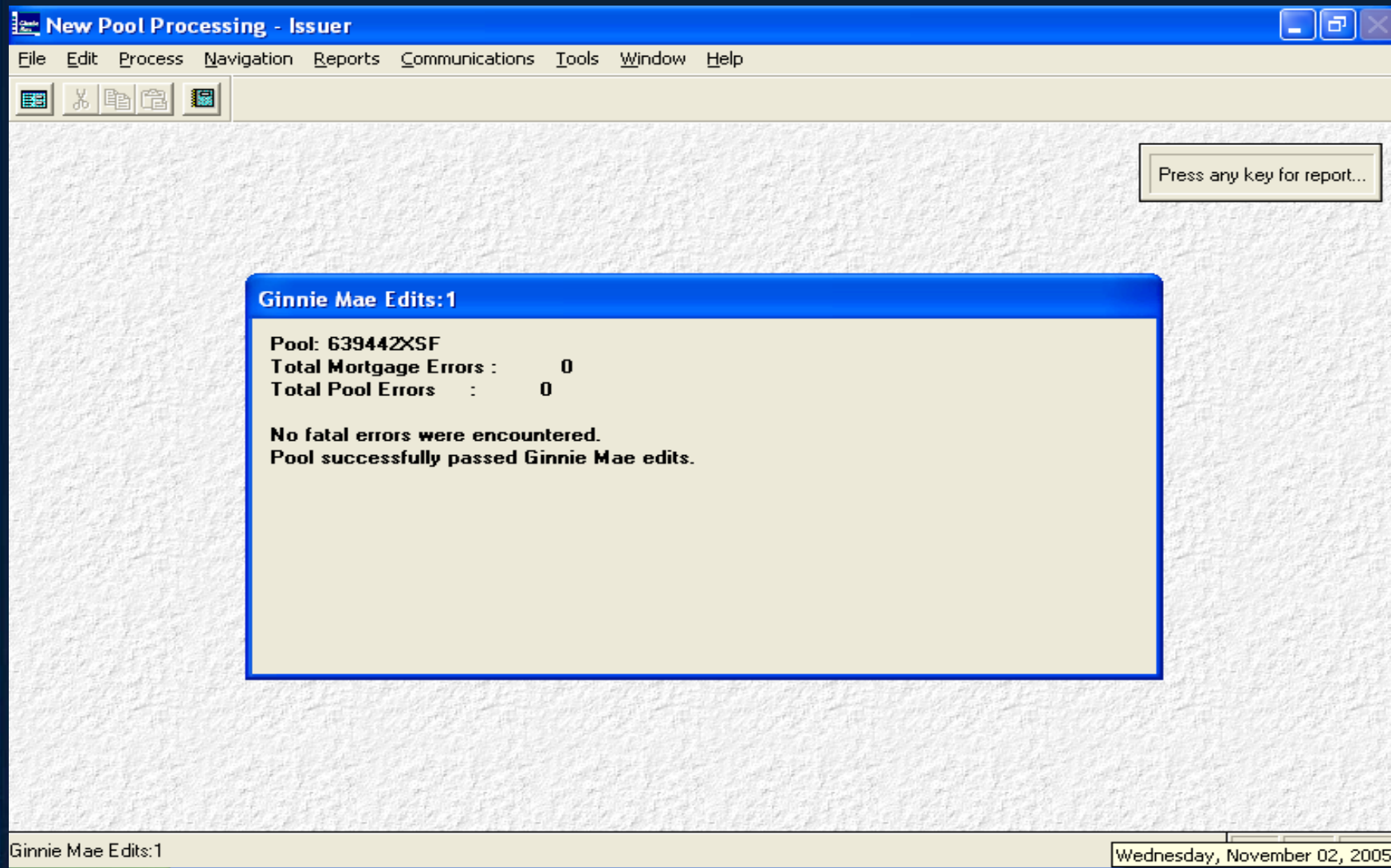
1. WARNING WARNING: Please enter correct FIC or UPB value

Pool: 646666XS F GNMA Edits Passed

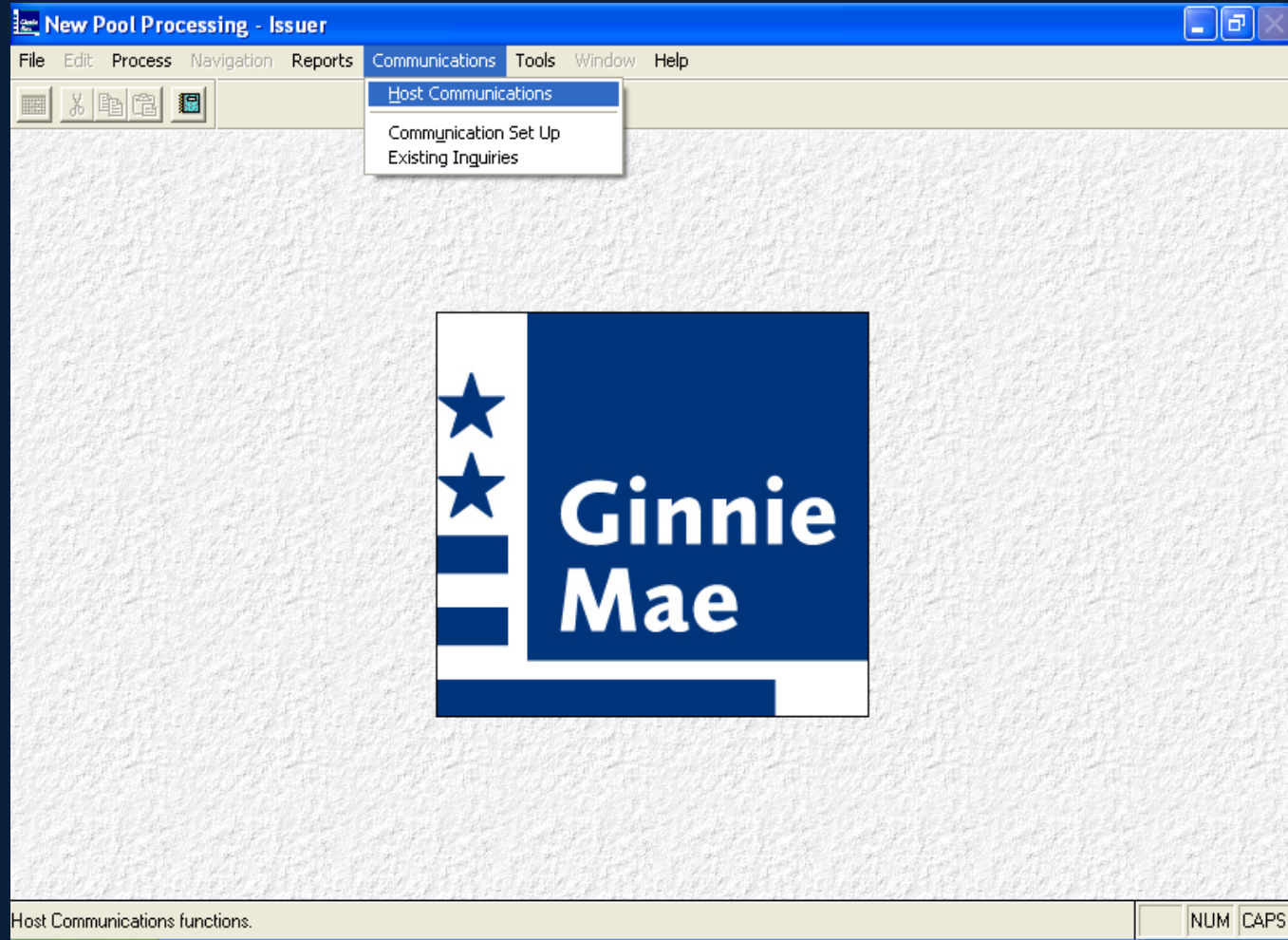
Errors (c:\2020\work\errors.dbf) Record: EOF/1 Exclusive

NUM CAPS

Edit Error Report



Communications



Host Communications

New Pool Processing - Issuer

File Edit Process Navigation Reports Communications Tools Window Help

Host Communications

Select Option(s):

- ☒ Send Pools
- ☐ Delete Pools
- ☐ Send Master Agreement Certification
- ☐ Accept Pool Transfer
- ☐ Pool Inquiry
10/27/2005 to 10/27/2005
- ☐ Master Agreements Inquiry
for Year:
- ☐ Targeted Loans Inquiry
- ☐ Targeted Pools Inquiry

OK Cancel


NUM CAPS

Signature Verification

Signature Verification

User ID:

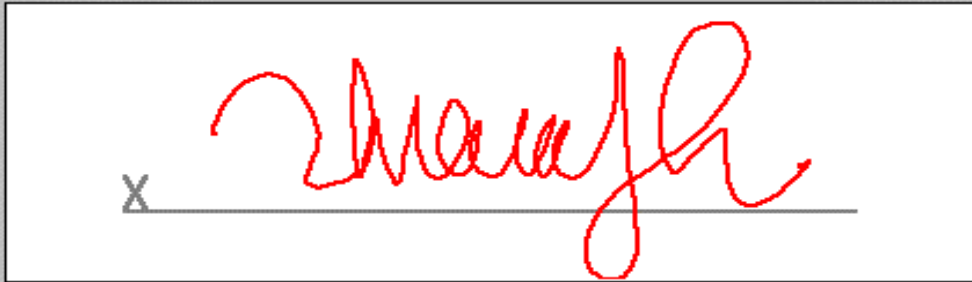
Password:

Signature: 

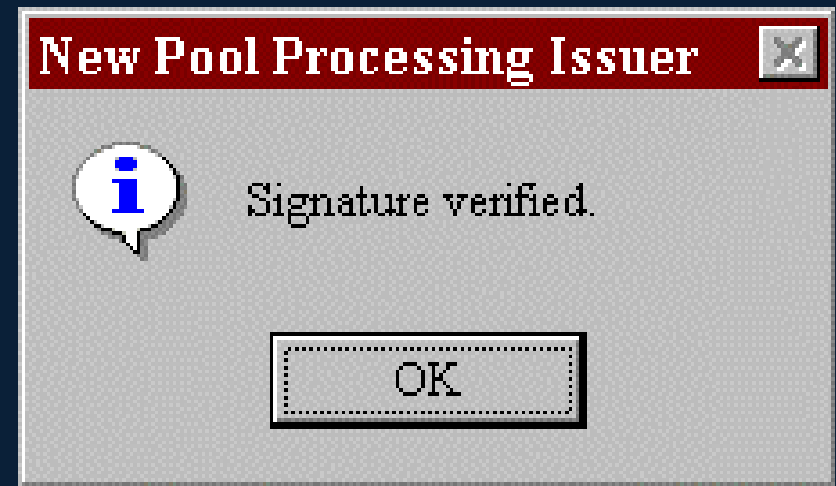
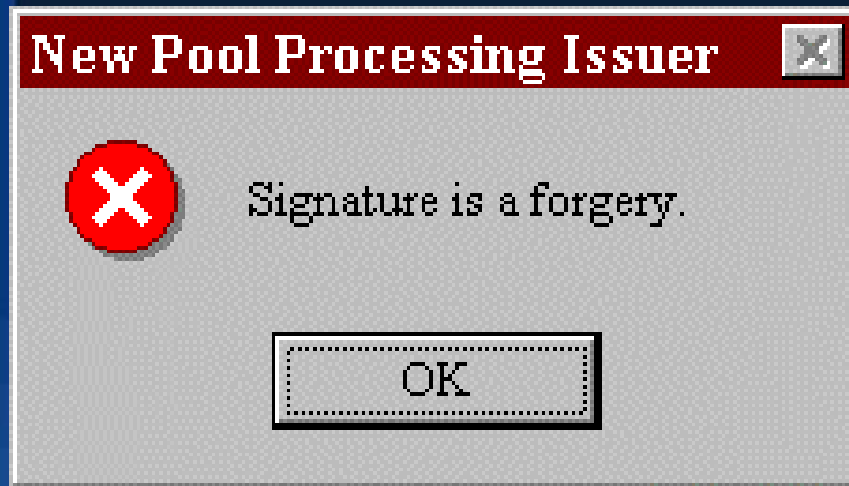
Signature Verification

User ID:

Password:

Signature: 

Signature Verification



Submitting Pools

New Pool Processing - Issuer

File Edit Process Navigation Reports Communications Tools Window Help

Pool Send

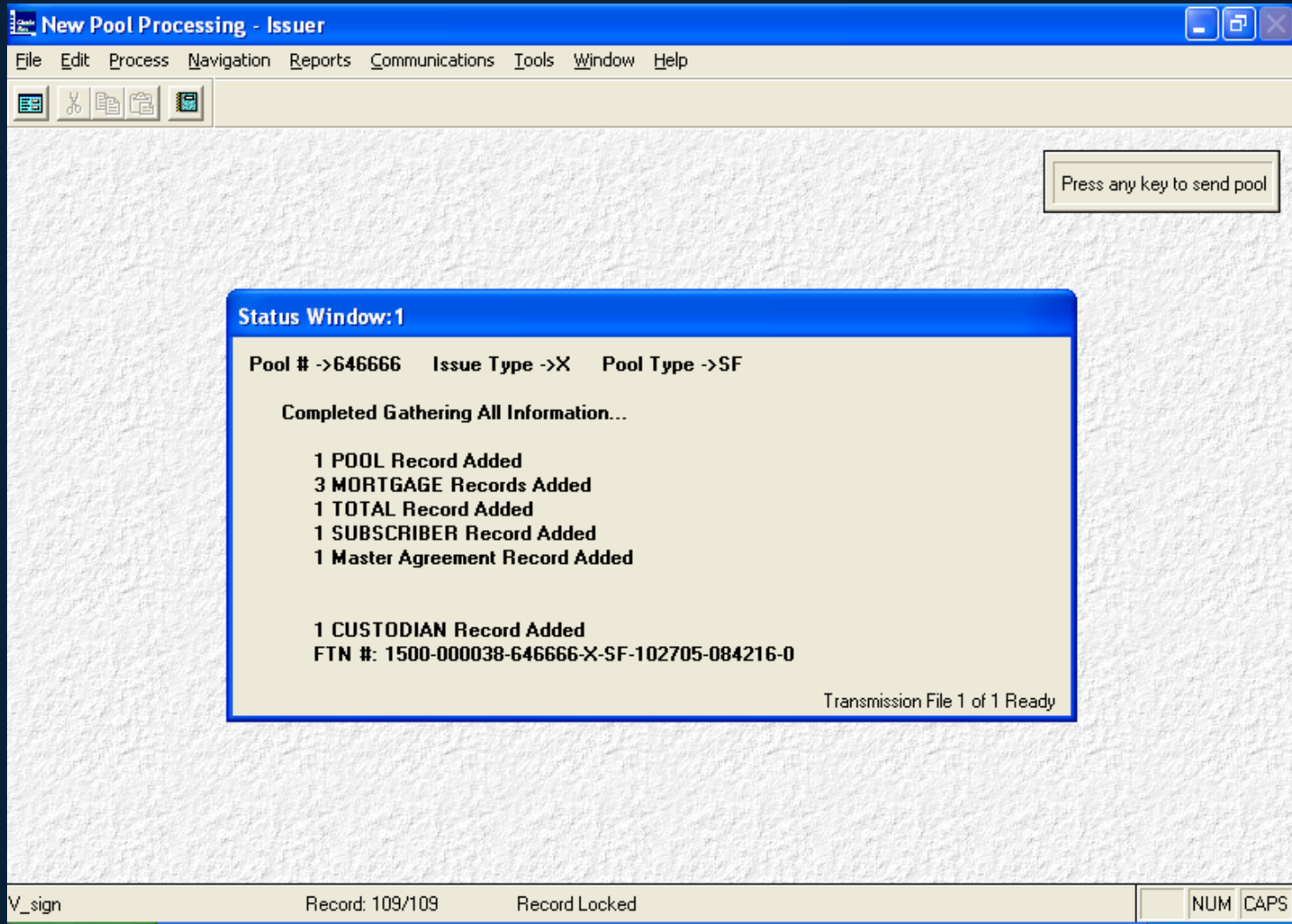
AVAILABLE				SELECTED			
Pool ID		# of Loans/ Subm Type		Pool ID		# of Loans/ Subm Type	
646666	X	SF	3 Single				

Send selected pool(s) Exit without sending

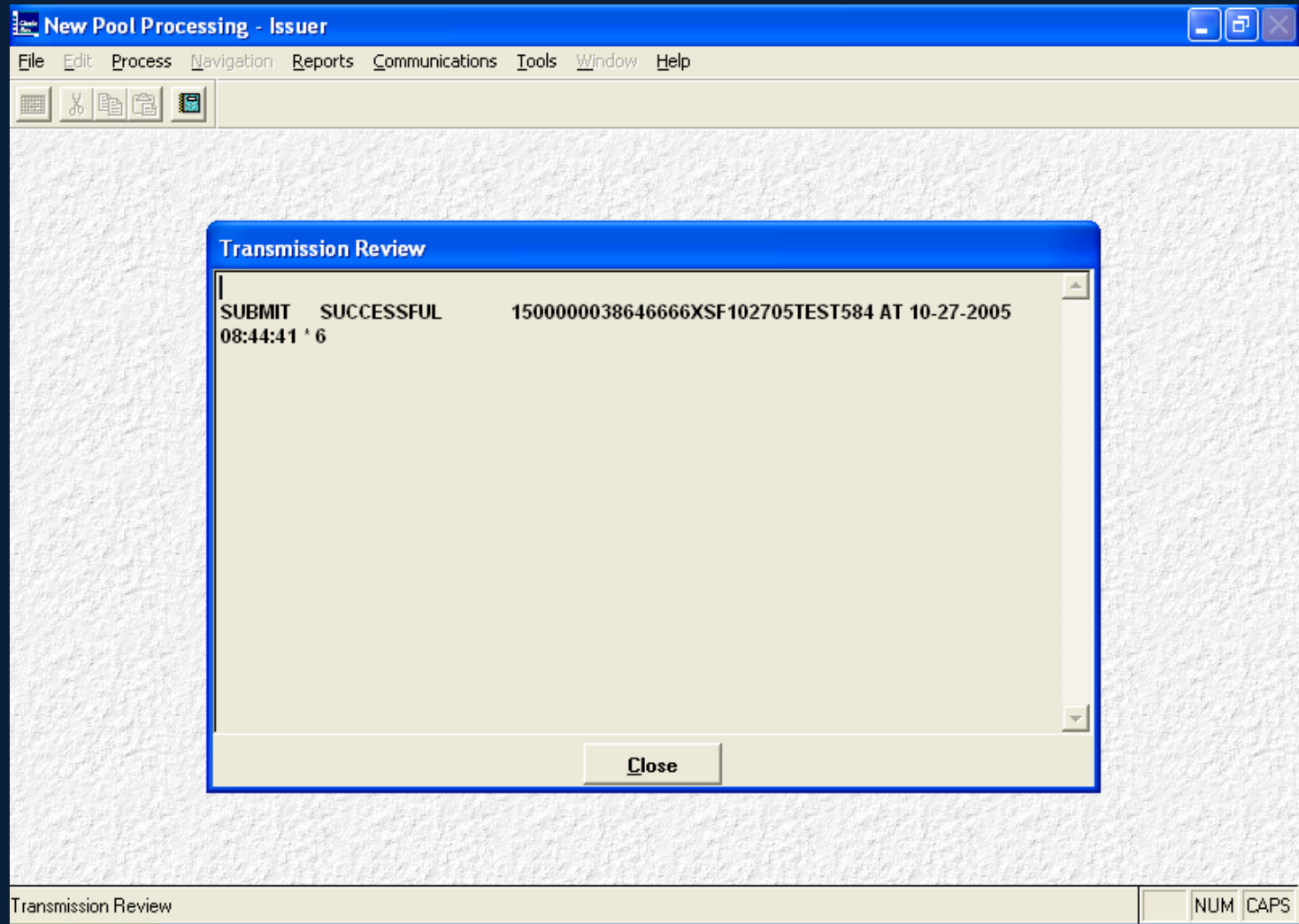
Column 1= Pool number; Column 2= Issue type; Column 3= Pool type; Column 4= No. of mortgage(s)

NUM CAPS

Submitting Pools



Submitting Pools



The File Transmission Number (FTN)

1500 000038 646666 XSF 102705 084216 0

- Issuer number: the first four digits (1500)
- Custodian number: the next six digits (00038)
- Pool Number: the next six digits (646666)
- Issue and pool type: the next three (XSF)
- Date Pool was sent: the next six digits (102705)
- Time Pool was sent: the next six digits (084216)
- Check digit: the last digit (0)

Document Custodian



Initial Certification



Hardware Requirements

The Ginnie*NET* application must be installed on your PC or LAN. Single user equipment must meet the following minimum configuration:

Computer	Pentium 400 mhz or higher
Memory	64 megabytes total RAM
Single user	128 megabytes total RAM
LAN user Hard Drive	6.4 gig
USB Port	Available to install Pen Technology
Operating System	Windows™ 95, 98, 2000, ME, XP, NT 4.0 and NT 5.0
Modem	28.8 (KBPS) or better or a high speed Internet connection

Initial Certification

An authorized signatory must be enrolled in GinnieNET

To enroll in GinnieNET the Document Custodian must have:

- Installed GinnieNET on local PC
- Submitted Enrollment Administrator and GinnieNET Authorized Signatories form to PPA
- Created a set of Public and Private key diskettes
- Received certificate authority from PPA.

Process

- When the pool has been submitted to the Ginnie*NET* network, the document custodian must Initially Certify the pool.
- The Ginnie*NET* Network sends a fax to the Custodian advising that there is a pool on the network awaiting certification.
- The Custodian signs on to the network and retrieves the pool file.

Host Communications

New Pool Processing - Custodian

File Edit Process Navigation Reports Communications Tools Window Help

Host Communications

Select Option(s):

☐ Pool Inquiry
10/27/2005 to 10/27/2005

☒ Pool Receive
☐ Multiple
☒ All
☐ Single

☐ Pool Certify

☐ Pool Reject

OK Cancel

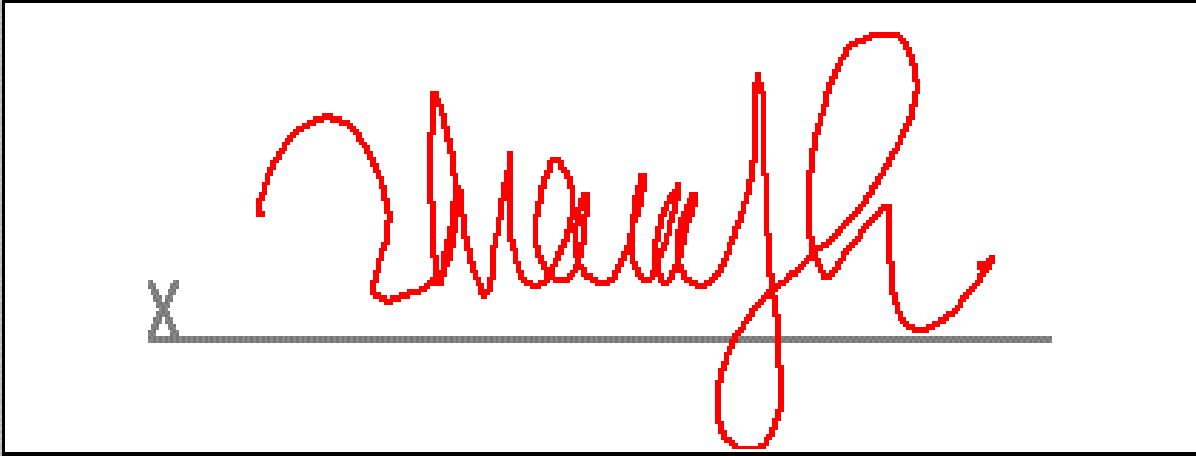
NUM CAPS

Signature Verification

Signature Verification

User ID:

Password:

Signature: 

Pool Details

New Pool Processing - Custodian

File Edit Process Navigation Reports Communications Tools Window Help

Selection Criteria Data Entry List

Pool#: 646666 Issue Type: X Pool Type: SF Pool Status: Received Issuer ID: 1500

FTN: 1500-000038-646666-X-SF-102705-TEST58-4
 FCN:

Signed by: VICKY MARAJH
 Title:
 Certified by:
 Title:
 # Loans: 3

OAA: 357,838.00
 Security Rate: 5.650
 Mort. Int Rate: 6.150 to: 6.150
 Amort Method: CD
 Term: 30
 Custod. ID: 000038
 Pool Tax ID: 416547249
 Sec. Rate Marg: 0.000
 Transfer-Issuer ID:
 P&I Acct# / ID: 8302945 042000013
 T&I Acct# / ID: 8302952 042000013

Issue Date: 10/01/2005
 Maturity Date: 09/15/2035
 Initial Pay Date: 11/15/2005
 Unpaid Bal. Date: 10/01/2005
 Delivery Date: 10/28/2005
 Security Chng Date: / /
 Subservicer #: 1

Bond Finance Program ☒ More..

Pool Details (11705):1 [Read]

NUM CAPS

Mortgage Details

New Pool Processing - Custodian

File Edit Process Navigation Reports Communications Tools Window Help

Selection Criteria Data Entry List

Pool #: 64666 Issue Type: X Pool Type: SF Issuer: 1500

Pool Status: Received Amort Method: CD
Issue Date: 10/01/2005 Mortgage Message: W

Number:	000009900381069	Mortgage: MH Type/GP Plan:	FHA
P&I:	\$492.45	Interest Rate:	6.150
OPB:	\$80,832.00	Mortgage Margin:	0.000
UPB:	\$80,596.28	First Pay Date:	08/01/2005
Unsched. Prin. Curtail:	\$0.00	Last Pay Date:	07/01/2035
		Case Number:	002213777516703
Name of Mortgagor:	TROSCLAIR, JAMIRAS A	GEM Annual Increase:	0.000 %
Address of Property:	4240 LAC BIENVILLE DRIVE	MIN:	100015700050859806
City:	HARVEY	MOM (Y/N):	<input type="checkbox"/>
State:	LA	Zip Code:	70058-0000

Mortgage Detail (11706):1 [Read]

NUM CAPS

Certify or Reject

Select pools to certify:

Available			Selected		
Pool ID	Subm Date	Subm Type	Pool ID	Subm Date	Subm Type
646666XSF	10/27/05	Singl			

Navigation buttons: [Single Right Arrow], [Double Right Arrow], [Single Left Arrow], [Double Left Arrow]

Buttons: [OK], [Cancel]

Select pools to reject:

Available			Selected		
Pool ID	Subm Date	Subm Type	Pool ID	Subm Date	Subm Type
646666XSF	10/27/05	Singl			

Buttons: [Single Right Arrow] [Double Right Arrow] [Single Left Arrow] [Double Left Arrow]

Buttons: [OK] [Cancel]

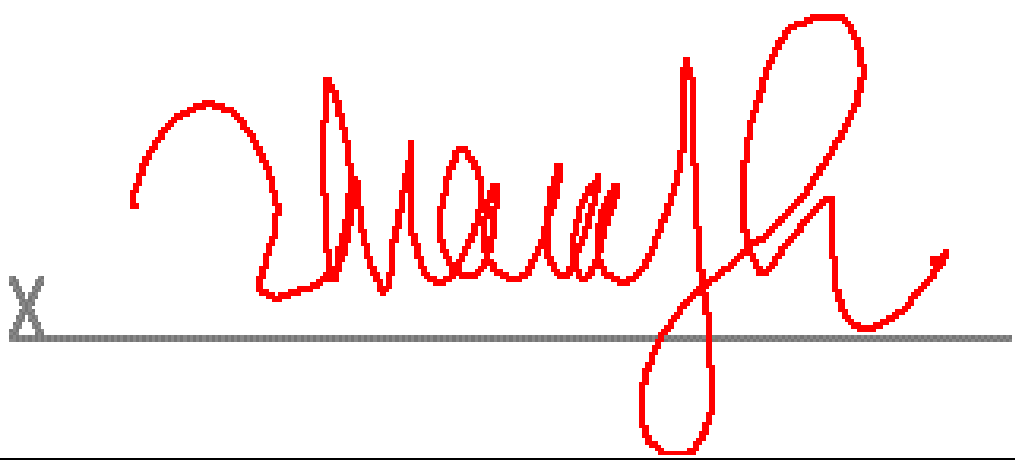
Signature Verification

Signature Verification

User ID:

Password:

Signature:



File Certification Number

New Pool Processing - Custodian

File Edit Process Navigation Reports Communications Tools Window Help

☒ Live ☐ Test

Certify

Pool #: 646666 Issue Type: X Pool Type: SF

FCN Generated: 1500000038646666XSf1027050901361

OK Cancel

OK Cancel

Certify NUM CAPS

File Certification Number – Pool Reject

New Pool Processing - Custodian

File Edit Process Navigation Reports Communications Tools Window Help

☒ Live ☐ Test

Reject

Pool #: 646666 Issue Type: X Pool Type: SF

FRN Generated: 1500000038646666XSf1027050904041

Reject Code: 0

0	
A	Note is missing / Note in file is copy
B	P&I payment differs from schedule
C	Int Rate on note differs from schedule
D	Loan Amt on note differs from schedule
E	1st Pay Date differs from schedule

OK Cancel

Reject NUM CAPS

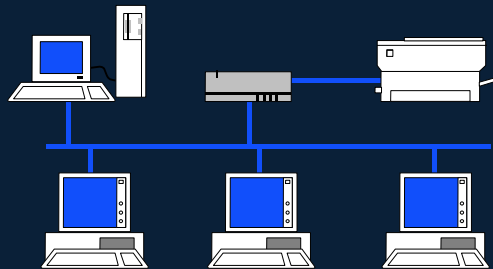
The Path of a New Pool at the PPA



PPA Processing

- Network swept nightly for certified pools
- Pool file is re-edited
- Master Agreements are verified

GinnieNET



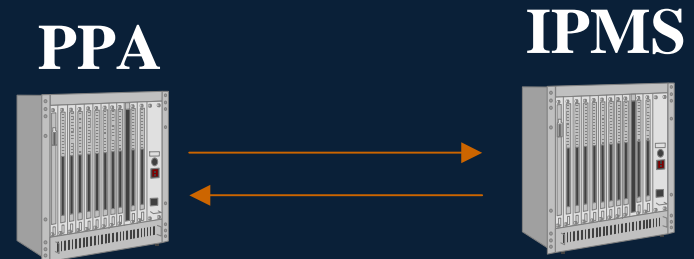
PPA



Integrated Pool Management System

The pool is transmitted to Ginnie Mae's Integrated Pool Management System (IPMS) which:

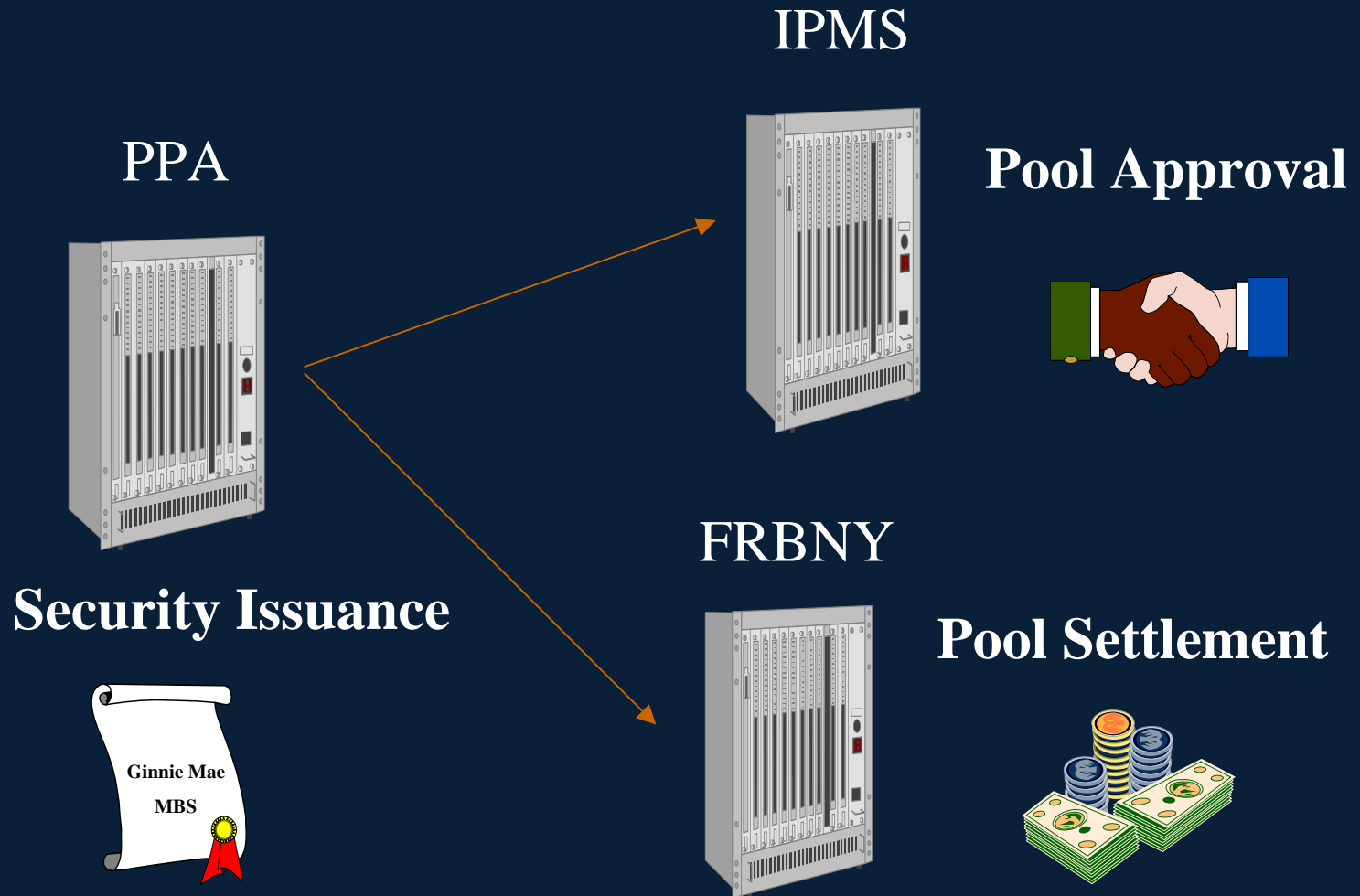
- Confirms Issuer's available commitment authority
- Verifies pre-assigned pool numbers
- Checks Issuer's eligibility status
- Obligates the funds from the Issuer's available commitment line.



Integrated Pool Management System

- IPMS logs pools as funded using pertinent information for each pool:
 - Issuer Number
 - Pool Number
 - Issue Date of Pool
 - Pool Type, Type of Issue (Ginnie Mae I or II)
 - Pool Original Aggregate Amount (OAA)
- IPMS is updated when the pool is approved

Security Issuance and Settlement



Security Issuance

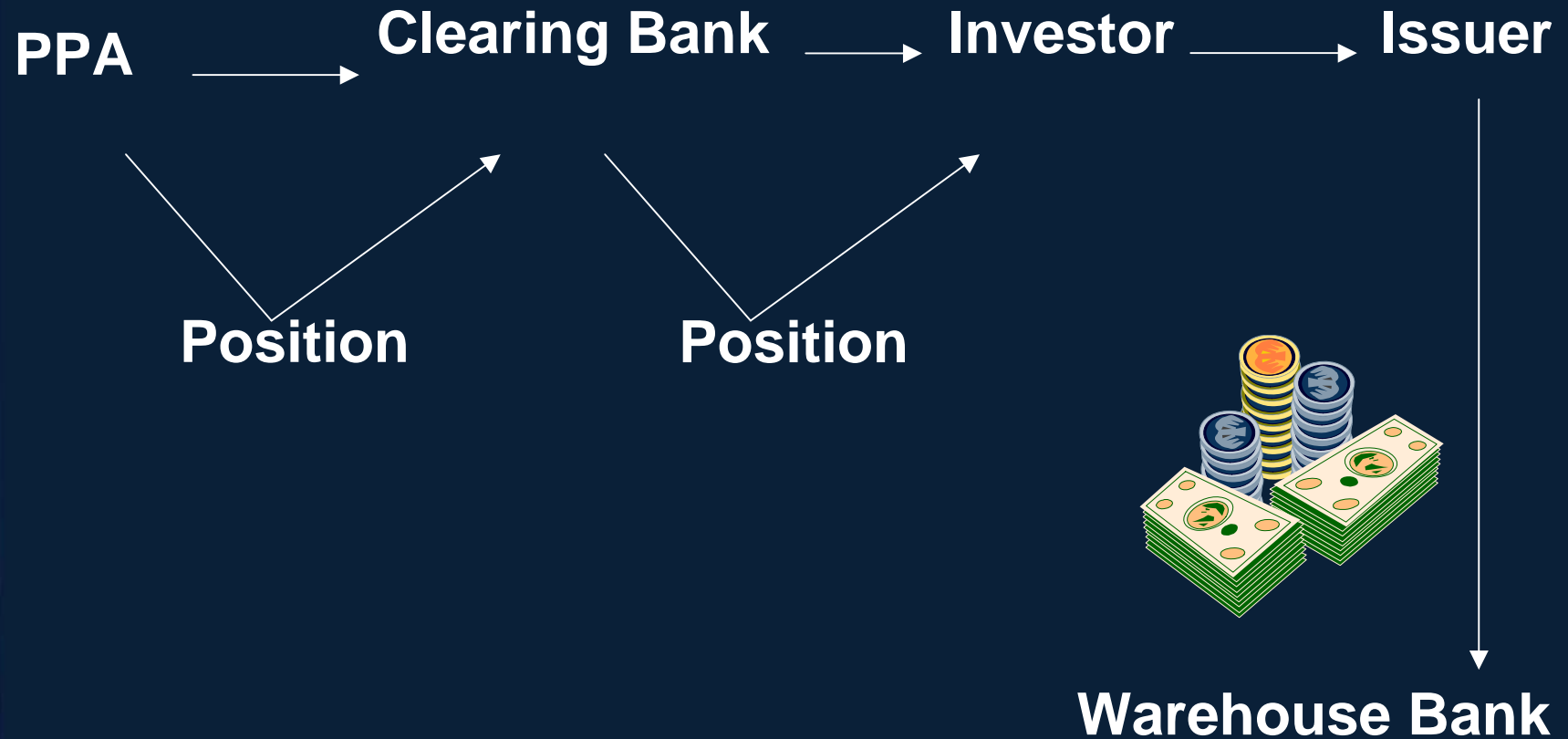
Original issue securities issued to The Federal Reserve Bank of NY

- Physical certificates no longer printed,
- Book entry position created in the name of FRBNY,
- Ginnie Mae guarantees the position.

Pool Settlement

- The Bond Market Association establishes MBS settlement dates.
- Ginnie Mae I and Ginnie Mae II Custom pools can settle on any business day.
- Ginnie Mae II Multiple Issuer Pools MUST be created and delivered on the scheduled settlement date.

FRBNY – MBS Settlement



Pool Issuance, Immediate Transfer (PIT)



Pool Issuance, Immediate Transfer

Pool Issuance, Immediate Transfer is the process of an Issuer (the Seller) transferring a pool to another Issuer (the Buyer) at the time of issuance of the security.

Pool Issuance, Immediate Transfer

- Pools that are electronically issued via Ginnie*NET* are eligible to be transferred at the time of issuance.
- The Selling Issuer and the Buying Issuer must both be participants of Ginnie*NET*.
- The Security is issued in the name of the Seller but the pool is immediately transferred to the Buyer's Issuer Name and Number.

Requirements

- The Buying Issuer must have on file with the PPA all required Master Agreements which are necessary for New Pool Issuance.
- The Buying Issuer must have a Corporate Resolution on file with the PPA.

On Ginnie*NET* the Selling Issuer:

- Selects the option of Immediate Issuance and Transfer on the 11705 form.
- Enters the Buyer's Issuer Number in the field for transfer.

The Process

